

**Kootenai JSEC Agenda
September 20, 2006
Venture Inn**

In Attendance:

Kindra Hageness: Youth Court Services	Susie Burch: Flathead Valley Community College
Pat Pezzelle: FVCC-LCC	Maria Clemmons: LC Community Health Center
Jessica Conrad: Montanore Mining Corp.	Debi Davidson: Kootenai River Development
Jamie Brebner: Homesteaders	Pam Rhodes: Achievements
Louise Hopkins: St. John's Hospital	Katrin Andrews: A Full Life Agency
Chris Erickson: City of Libby	Becky O'Brien: Libby Care Center
Kathleen Burgess: Libby Care Center	Mark Clark: Flathead Valley Chemical Dependency
Larry Bothman: Kootenai Job Service	Johnette Watkins: Kootenai Job Service

Welcome & Round-Table Introductions: Pat Pezzelle opened the meeting with introductions.

May Minutes: Debi moved to approve May minutes, Jamie seconded. Minutes approved.

Treasurer's Report: Andrea was not able to attend. Pat reported that there is \$238.70 in the Checking account and \$1093.30 in Savings. Pat mentioned that if anybody would like to get copies of the full Treasurer's report, they are welcome to it. Andrea's report lists every transaction in detail.

Membership: Johnette passed out the list of new members and those who have renewed their commitment for this year. She asked that everyone please check their contact information and make any corrections needed.

Role of JSEC (Job Service Employer's Committee) – Johnette Watkins pointed out information in the packets about JSEC and MSEC; the history, mission statement, objectives and position statements on economic development and school-to-work.

Community Management Team: Randy Holm was out sick.

Youth Outreach Committee – Pat talked about feedback received from employers saying that many youth entering the job market are severely lacking in employability skills. This request for help from employers on this issue is part of the reason for forming the Youth Outreach Committee. Johnette noted the Youth Outreach information in the packets listing the proposed mission statement, lists of potential partners and possible activities. Pat talked about some of these. Debi Davidson agreed to spearhead the committee for now. Johnette will send contact information for committee members to Debi via e-mail. Committee members are:

Becky O'Brien – Director of Nursing, Libby Care Center
Alana Messenbrink – US Army Corps of Engineers, Libby Dam
Louise Hopkins – St. John's Lutheran Hospital
Debi Davidson – KRDC
Helen Clark – U of M, E:ABC's
Pam Rhodes – Achievements

Professional Development Committee – Pat mentioned that the other thing employers have requested is professional development and training opportunities especially for supervisors. He noted that the Mark Wilmarth seminar is one way JSEC is addressing this. Pat discussed other activities this committee could undertake such as the Building Blocks series that has been so successful in Kalispell and brown bag learning lunches. So far, only Pat and Johnette have volunteered for the Professional Development committee. Pat asked if anyone else would be interested in serving on this committee. Chris Erickson, Maria Clemons and Jessica Conrad

volunteered. Pat said that he would get hold of everyone to set a time to meet in the next two weeks. Current committee members are:

Pat Pezzelle – FVCC, LCC

Johnette Watkins – Kootenai Job Service

Chris Erickson – City of Libby

Maria Clemons – Community Health Center

Jessica Conrad – Montanore Mining Corporation

Mark Willmarth Seminar - Johnette announced the times and dates of the Mark Willmarth seminar on “Attracting, Retaining & Engaging **Quality Workers**”. Tuesday, October 31, 2006 from 8:30 a.m. to Noon at the Ponderosa Room at City Hall. Registration for the seminar starts at 8 a.m. The tickets that everyone received upon arrival today are for a raffle for one free admittance to this seminar.

What’s New At Job Service? – Johnette noted the “hot-off-the-press” Employment Situation Release from Research & Analysis in everyone’s packets. The unemployment rate in Montana is down to 3.5 %! A new Lincoln county brochure won’t be out until next month but much information is always available at www.ourfactsyourfuture.org

Job Orders - Kootenai Workforce Center has been averaging 80-90 open Job Orders continually. This is a huge increase from prior years. Johnette pointed out the current Job List in the packets listing the Job Titles and Wages for current openings.

Kootenai Dislocated Worker Program - Johnette announced that Kootenai Job Service is disappointed to be losing Trish Brooks. Trish was hired as a temporary WIA Dislocated Worker program case manager to take over the large caseload of participants from the mass Stimson lay-off a few years ago. Most of these former Stimson employees have been retrained and are back to work now. Libby Dislocated Worker programs will now be handled out of the Kalispell office. There is very little activity now due to large budget reductions over the past few years. Jean Pittsley with AFL-CIO Project Challenge will also continue to operate this program locally.

New Job Application - There is a new Job Service Application, with no SS#, that combines and replaces the old Generic Application and the Public and Private Sector Applications. We also now have a new instructional DVD about Applying for State Jobs.

HR Conference - Johnette will attend the state Human Resource Conference in Red Lodge next week. The theme is “High Performance Cultures” with some really great speakers. She hopes to bring back some excellent information.

Business Updates:

Posters - Job Service has new Posters; 5 in 1, USERRA, No Smoking

Bear Program – The governor has purchased the BEAR program for use by the whole state. This is an excellent Business Expansion & Retention program that has been very successful in other areas of the state. Debi Davidson will attend a meeting of the CRDC in Thompson Falls tomorrow to hopefully gain information about the roll-out of this program in Lincoln County.

Dream It, Do It Conference Report – Debi Davidson gave a detailed report on the highly successful Dream It, Do It workshop held recently in Libby. It was very well attended by local, state, regional and national representatives involved in Economic Development, Workforce Training and other pertinent areas. This year’s workshop has already spawned several successful partnerships and productive activities.

Video

The new 12 Danger Zones Video on Hiring was shown.

Drawing: Jamie Brebner won the drawing for One Free Admittance to Mark Wilmarth Seminar!

Adjourn - Next Meeting: **October 18, 2006**